

RECORDS DISPOSITION LOG

Organizational Unit	Address & Location of Records
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RDA# <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>		RECORD SERIES TITLE:	
Destruction Date:	Description of Records Destroyed:		
Beginning Date of Records:			
Ending Date:			
Method of Destruction:			
		Signature - Office/Unit Head	Title

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